

**MINUTES OF THE LITTLEBURY PARISH COUNCIL MEETING
HELD ON WEDNESDAY 19th JULY, 2023
LITTLEBURY VILLAGE HALL, LITTLEBURY at 7.30 p.m.**

Present: Philip Marns, Michael Scott, Peter Garland, Jan Menell and Peter Rieck.

Public: 0

Also Present: Tracy Coston (Clerk)

1.	Apologies for Absence: Jean Cowell The PC have received the resignation of Catherine Fenn-Smith.	
2.	Public Participation (15 mins): None.	
3.	Approval of minutes: Parish Council meeting held on 21 st June, 2023	
4.	Report from the District Councillor/County Councillor: District Councillor: Public Consultation will take place at the end of October for the local plan. Garden waste collection issues at UDC, due to staff shortages. 2080 council dwellings and there are 30 years of backlog maintenance that hasn't been done as it should have. Number of social housing new builds will fall due to the budget. Planning Dept is nearly fully staffed and on Friday Planning department are finding out if coming out of designation. The river group in Littlebury is being led by Graham Stock (Mill House). Three water meadows in Littlebury and the river programme should meet in Littlebury. Funded by Affinity and help from the Wild Trout Trust. Littlebury is in a Ground water vulnerability zone, the chalk is close to the surface. The fundamental problem of lack of water is the area should have a solution in the Local Plan. The details of the water cycle study as part of the local plan haven't been shared with the District Councillors. Councillors allowance: £ 4,000 to be divided over the Parishes. County Councillor: Locality fund money available. Local Highway panel has had a meeting. 30mph in Littlebury Green Road is moving forward. The budget is dependent of carrying money forward from last year's budget. A decision will be made in July. All of the budget will be spent on completing schemes and hope that the £ 450,000 will be put into new schemes. Strethall Road to be made safer has been added onto the LHP. Discussion about draft decision for cycle path in Great Chesterford. The design has been changed without any discussion. Great Chesterford Research Park have put in planning permission for four large buildings. Paul Gadd has helped to chase Highways on the cutting of Cinder Path. Coplow Hill potholes to be reported to Paul Gadd for Highways. Electric vehicle charging was discussed and concern that there is nothing in the local plan. Boundary review before the next election and Uttlesford will be 5 areas to Uttlesford. There are concerns about the lack of nursery and pre-school places in Saffron Walden. The PC asked if the planning department can do a presentation about the local plan to explain to Parish Councillors.	

5.	Planning: a) For Discussion: <u>UTT/23/1765/HHF 8 Peggy's Walk, Littlebury</u> Construction of a green oak balcony with composite decking platform and green oak handrail and spindles PC comments: No objections. b) Decisions: None.	
6.	Matters/Actions arising from the minutes: a) Website changes: A Zoom meeting will take place on Tuesday 8th August at 7.30pm.	
7.	Clerk's update a) Community asset application for Village Hall: To be submitted to UDC as all the information has been received. b) Cost of cleaning solution for the war memorial: The self-cleaner has been applied and improvements have been seen. c) Quote for tree work at Littlebury Recreation Ground: The tree work will be carried out on 20th July, 2023. d) Littlebury.org.uk email addresses: All email addresses have been set up. e) Ongoing maintenance of the triangle: Another request for volunteers will be put in the magazine. f) Parish Council vacancies: Catherine Fenn-Smith has resigned, and the vacancy will be advertised in the magazine. g) Littlebury Green footpath (Blind Lane): There is local interest to restore the path. Matt Clare (Seamans Farm) is happy to reinstate and AEE have no objections. The process is simpler as the two landowners are happy with the reinstatement. Clerk to contact Highways and ask for the procedure required.	
8.	Risk Register: Update of Policies and Procedures: a) Code of conduct b) Financial regulations c) Standing orders d) Co-option policy e) Procurement procedure Mike Scott agreed to put all the information together for the procedures and send out before the September meeting.	
9.	Littlebury and Littlebury Green Play areas: a) Maintenance work at Littlebury and Littlebury Green play area: The contractor has been booked to carry out the work. b) Grant application for playground work: An Uttlesford Community Grant.grant of £ 3,500.00 has been applied for.	
10.	Highways: a) Highways issues in the Parish: All reported. b) SID/VAS license sign for Littlebury Green: Jan Menell, Mike Scott and Phil Marns to meet on sign and agree on location. c) Issues with Highways remedial work at the bridge at Catmere End: An email has been sent by Peter Rieck.	
11.	Project Updates: a) Energy project update: Project worker: Adrian Rowlands has started	

	and had a series of tasks from Chris Dodge. Energy consumption data is going to be collected in Littlebury and fed back to UDC, so they understand the significance of improved insulation is required. The average energy usage of homes in Littlebury is double other homes in Uttlesford due to a number of reasons. Electric charging: Document about costs of charging at a commercial unit and a home unit. The concern that the project leaders have is commercial chargers will be put in, which will be more expensive and electric vehicle ownership will not look attractive. b) Wilder Communities update: Mike Scott met with Katie Fraser and looked at the area on the recreation ground and the areas in the Churchyard are looking very good. The community orchard is doing well. Mike Scott attended the wider verges webinar by Essex verges. Highways said that the only constraints were safety and blind bends. Clerk to check with Simon Dudley if he has the equipment to carry out a cut and collect on the verges. c) Catmere End Pond: Waiting for an answer back from UDC to see if the clinker or the whole plant is being replaced. No plan has been received from Rebecca Inman. Peter Rieck to chase the plan up as working to a deadline.		
12.	Finance		
	a) Approval of cheques:		
	Payments		
	Tracy Coston (July payment)	£	289.37
	N Power (street lighting electricity)	£	75.96
	Proclean	£	125.00
	Defib Store	£	132.00
	Rob Cook	£	718.50
	TOTAL	£	1,340.83
13.	General Correspondence: All sent out.		
14.	Area Report: a) Nells Lane: The path is overgrown and will be reported to Highways. b) Swing seat at Littlebury Green: The new swing seat has been damaged. A photo will be sent to online playgrounds to see if it could be repaired or it will have to be replaced. c) Lay-by repairs at Littlebury Green: 1 tonne to be delivered and spread.		
15.	Date of next meeting, The Parish Council meeting will be held on 20th September 2023 at 7.30 pm in St. Peter’s, Littlebury Green.		

The meeting closed at 9.15 pm

Signed

.....

Date

.....